

Workplace Alaska

Class Specification Natural Resource Specialist IV

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| Created: 11/27/2002 by Connie Preecs | AKPAY Code: P6644 | Class Code: | PH0314 |
| Finalized on: 11/16/2002 | Class Outline Cat: B | Class Range: | 21 |
| | Approved by: Dianne Corso | Class Status: | Active |

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| Category: | Class Title: | Natural Resource Specialist IV |
| Original Date: 01/16/2002 | Use MJR Form: | Standard |

Original Comments:

Established. New level of series part of Natural Resource Officer/Natural Resource Manager study (cpreecs/jkidd).

Subsequent Revision Dates/Comments:

07/15/2003 - Added Option 2 (L. Powelson)
09/25/2008 - Workplace AK spec revision: Added Census Job Code and AKPAY Code fields; Replaced Category field with Class Outline Category; Updated EEO4, SOC, and Class Code fields; Removed DOT field.

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| Last Update: | EEO4: B | SOC: 19-1099 | Census: 02 |
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Last Update Comments:

Definition:

Under general direction, Natural Resource Specialists IV perform the second advanced level professional work in 1) the development, administration, analysis or implementation of programs to develop and manage the state's oil and gas resources, or 2) the development, administration, analysis or implementation of both the coal regulatory program and the coordination of the interagency permitting process for large non-coal mine projects.

Distinguishing Characteristics:

Natural Resource Specialists (NRS) perform a broad range of tasks associated with the stewardship and management of all state owned land, water, oil, gas and other natural resources except fish and wildlife. NRS IV is required to balance the stewardship and management of resources with the state's interest in encouraging new exploration and commercial development of oil and gas resources or in accomplishing the dual role of regulating coal mining and coordinating the permitting of large non-coal mines. NRS IV positions may coordinate the work of a multi-disciplinary team of technical and professional staff. Supervisory or lead responsibilities may be assigned but are not required and, if present, are not class controlling.

NRS IV, Option 1, acts as division or departmental lead on oil and gas projects with a high degree of political, social or legal complexity resulting from dense urban populations and complex ownership patterns where private property rights and the state's subsurface rights are commingled and the rights of the parties are not well settled. NRS IV must creatively address environmental and legal issues for which there is little precedent for resolution and for which the regulatory and legal framework has not been well developed. Work products are of statewide importance and decisions have significant economic consequences to the state.

NRS IV, Option 2, is a single position that has a dual role for management of the state's coal regulatory program and serves as the coordinator and chief public contact for assigned large non-coal mining projects.

NRS IV is distinguished from the NRS III by the sole focus at the NRS IV level on oil and gas resources, emphasizing new exploration and commercial development, OR by the dual focus of the coal regulatory program and large mine permitting.

NRT IV is distinguished from the NRS V by the assignment of the NRS V as staff advisor and chief policy analyst to the Director of Oil and Gas.

Examples of Duties:

Lead a multidisciplinary team on oil and gas projects requiring participation of experts such as geologists, economists, petroleum geophysicists, commercial analysts, environmental specialists, engineers, hydrologists and assistant attorneys general; may serve on an Oil and Gas asset team.

Draft, propose and provide support for new legislation or changes in existing statutes; review proposed legislation and prepare the division's analyses and fiscal notes; write position papers explaining bills' impact on department; analyze how new legislation differs from previous law or conflicts with existing regulations. May have direct contact with legislators or their staff.

Represent the department before public, legislature and industry on highly technical issues impacting oil and gas exploration and commercial development.

Analyze comments and recommendations made by state, federal and local agencies, user groups, the public, and the oil and gas industry; balance competing interests and recommend resolution; respond to comments on behalf of the department.

Manage statewide geophysical exploration permitting program: establish program requirements; negotiate permit conditions; approve permits; ensure compliance.

Serve as single point of contact for agencies and the public for unusually complex or important statewide oil and gas projects.

Handle highly confidential oil and gas industry information.

Manage the statewide coal regulatory program; supervise staff responsible for field inspections and enforcement of applicable laws and regulations at coal mines and exploratory sites.

Coordinate the interagency permitting process for large mine projects; represent the department as the chief public contact; serve as project manager with responsibility for leading a multi-disciplinary staff assigned to the project for particular functions such as leading scoping meetings with applicants, writing decision documents, administering permits after they are issued, and supervising or conducting field inspections of mines and exploration sites.

Knowledge, Skills and Abilities:

Thorough knowledge of principles and practices of oil and gas exploration and development.

Thorough knowledge of principles and practices of the coal regulatory program and large mine permitting.

Thorough knowledge of prior judicial and administrative settlements affecting natural resource issues.

Thorough knowledge of administrative procedure.

Thorough knowledge of statutes and regulations and applicable federal law and legal precedent.

Working knowledge of current, state-of-the art resource development technology.

Working knowledge of standard computer operating systems and software.

Working knowledge of Geographic Information System technology used in the management of natural resources in the State of Alaska.

Skill in oral and written communication in order to communicate complex technical information to technical and general audiences.

Ability to manage a number of projects simultaneously.

Ability to coordinate the work of multidisciplinary team members.

Ability to achieve results through persuading, influencing and working with others.

Ability to facilitate meetings effectively and efficiently and to resolve conflicts when they arise.

Ability to locate, compile, analyze and interpret highly complex information, data or facts from specialized or technical sources.

Minimum Qualifications:

One year of advanced professional level experience in natural resource management equivalent to a Natural Resource Specialist III, Natural Resource Manager I or Geologist III with the State of Alaska.

OR:

A Ph.D. in a natural resource field, public administration, planning or economics, or a juris doctor (J.D.)

OR:

Master's degree in a natural resource field, law, public administration, planning or economics

AND

Two years of journey professional level experience in natural resource management equivalent to a Natural Resource Specialist II, Geologist II, Hydrologist II or Environmental Specialist II with the State of Alaska.

OR:

Four years of professional level experience in the oil and gas industry working in exploration and development.

Required Job Qualifications:

(The special note is to be used to explain any additional information an applicant might need in order to understand or answer questions about the minimum qualifications.)

Special Note:

For purposes of the minimum qualifications, natural resource management is defined as the management of the land, water, mineral, forest, oil, gas, agricultural, archaeological, natural and cultural history, park, and related surface and subsurface resources of the state. Experience or education in natural resource management would mean involvement in the above resources exclusively. Those with experience or education in managing these resources may specialize in different management functions (for example, planning, regulation, research or title). All of this experience is applicable to the natural resource management definition. Some positions may require education

in a particular area of natural resource management or specific technical knowledge and training gained through specialized education or progressively greater responsibilities at the lower levels of the series.

Minimum Qualification Questions:

Do you have one year of advanced professional natural resource management experience equivalent to a Natural Resource Specialist III, Natural Resource Manager I or Geologist III with the State of Alaska?

Or Substitution:

Do you have a Ph.D. in a natural resources field, public administration, planning or economics, or a juris doctor (J.D.)?

Or Substitution:

Do you have a master's degree in a natural resource field, law, public administration, planning or economics

AND

two years of journey professional level experience in natural resource management equivalent to a Natural Resource Specialist II, Geologist II, Hydrologist II or Environmental Specialist II with the State of Alaska?

Or Substitution:

Do you have four years of professional experience in the oil and gas industry working in exploration and development?